



**PLANNED PREVENTATIVE  
MAINTENANCE (PPM) PROPOSAL**  
**for**  
**Holiday Inn Express**

Date: 01/05/2024

Quote: Q9587

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**1.*****SCOPE OF WORKS***

**1.1** This contract shall cover the maintenance of all mechanical plant and equipment as scheduled in paragraph 1.2.

**1.2** Schedule of Proposed Plant to be maintained.

**MAIN PLANT & CONTROL ITEMS:**

- Gas Boilers
- Gas Detection System
- Cold Water Storage Tank Inspection
- Cold Water Booster Pumps Sets
- AHU
- Extract Fans
- BMS
- Sewage/ Sump Pumps
- Water Mgt. Legionella Risk Assessment
- Tank Clean

**1.3** Schedule of Plant & Equipment Excluded from this contract.

**1.4** Mechanical maintenance contract shall be for 1 year rolling over each year unless stated otherwise.

**1.5** The maintenance contract amount shall include only the complete “service procedure” for a particular item of plant, as listed in the manufacturer's literature (contained in the O & M manual), to be carried out on the plant item. This shall be relevant for all items listed in 1.2 above.

**1.6** Any defective equipment or problems with the systems shall be listed and shall be included with our service report and associated results.

**1.7** There shall be several complete system services carried out per year as detailed in the asset list attached. This shall involve visits to the site of a number of specialist service engineers. All visits shall be programmed, and the client shall be given advance notice.

**2.*****SERVICE REPORTS***

- 2.1** Quinn Downes Service & Maintenance shall give the client 2 days' notice prior to the intended service calls to the site and seek approval from the client.
- 2.2** It is proposed that all site visits be carried out during normal working hours. Agreement for out of normal hours work can be arranged where servicing may cause disruption to the client's trading/operations.
- 2.3** A report shall be submitted to the client after all of the servicing has been completed detailing results and any recommendations. The initial report shall be issued within 2 days followed by a comprehensive report c/w recommendation within 2 weeks.
- 2.4** A report shall consist of the following: -
- a) A description of the equipment and area where the inspection and service were carried out.
  - b) The type of service carried out.
  - c) Any recommended action required shall be included where equipment is found to be defective and a cost for same shall be issued.
- 2.5** No additional works shall be carried out without the written approval of the client except in the event of an emergency.

**3*****MATERIALS***

- 3.1** Essential materials required to carry out the maintenance/service program are included. Any materials required to carry out repairs shall be included in quotations supplied with our service reports.
- 3.2** Filters and Belts are not included but labour to fit these are included.
- 3.3** All redundant material shall be removed from the site and has been allowed for in this contract. The costs associated with the removal and safe disposal of Hazardous material are not included for and the cost of same shall be quoted for in writing as the occasion arises.

**4.*****LABOUR***

- 4.1** This contract includes the supply of fully qualified labour to carry out the complete service of all items included in the scope of this contract.
- 4.2** Schedule 8 indicates our call out rates for various times throughout a 24 hours period.

- 4.3** All rates are fixed for a 12 month period, effective from the date of your official order, or the commencement date indicated on that order.

## **5. *DURATION OF CONTRACT***

- 5.1** The maintenance contract shall be for a period of 12 calendar months commencing on a date approved by the client rolling over each year unless stated otherwise.
- 5.2** This contract can be terminated if it is found to be unsatisfactory by the client after 1 months' notice.
- 5.3** This contract is subject to re-negotiation where the scope of works has been significantly altered.

## **6. *SCHEDULE & EQUIPMENT PROGRAMME***

- 6.1** A schedule of plant and associated maintenance visits is outlined in Appendix No.1
- 6.2** This schedule is not final and may be expanded or reduced pending client requirements

## **7. *HEALTH & SAFETY***

- 7.1** This maintenance contract shall comply with the clients Health & Safety Statement.
- 7.2** Quinn Downes Service & Maintenance shall issue on request a copy of the company's Health & Safety Statement.
- 7.3** This contract shall comply fully with all current applicable regulations and standards:

**RATES FOR ENGINEERS AND APPRENTICE AND CALL OUT CHARGES****PAYMENT TERM:**

- Payment 30 days after the invoice date, unless stated otherwise.

**RATES FOR ENGINEERS AND APPRENTICES**

|   |                   |             |              |
|---|-------------------|-------------|--------------|
| Monday to Friday                        | 08:00 to 17:00    | Engineers   | €62.00/hour  |
|   |                   | Apprentices | €31.00/hour  |
| Monday to Friday                        | 17:00 to 24:00    | Engineers   | €84.00/hour  |
|   |                   | Apprentices | €43.00/hour  |
| Monday to Friday                        | 24:00 to 08:00    | Engineers   | €115.00/hour |
|   |                   | Apprentices | €56.00/hour  |
| Weekend work                            | Saturday & Sunday | Engineers   | €115.00/hour |
|   |                   | Apprentices | €56.00/hour  |
| BMS Service Engineer Normal Working Hrs |                   | Engineer    | €95.00/hour  |

**CALL OUT CHARGES**

- Normal Hrs.: Minimum Call out charge @ €160...includes travel + 1<sup>st</sup> hour on site
- Outside Hrs.: Minimum Call out charge @ €220...includes travel + 1<sup>st</sup> hour on site

**MATERIALS:**

- Materials and Sub Contractors net cost +10 %

## APPENDIX 1-PPM PROPOSED SCHEDULE

| ITEM | PLANT & EQUIPMENT DESCRIPTION      | QTY | SERVICE DETAIL  | SERVICE COMPANY                    | FREQUENCY                 |
|------|------------------------------------|-----|---|------------------------------------|---------------------------|
| 1    | Gas Boilers                        | 5   | Full service in accordance with the manufacturer's specification. | Quinn Downes Service & Maintenance | Bi-Annual Major and Minor |
| 2    | Gas Detection System               | 1   | Full service in accordance with the manufacturer's specification. | Quinn Downes Service & Maintenance | Bi-Annual Major and Minor |
| 3    | Cold Water Storage Tank Inspection | 2   | Full service in accordance with the manufacturer's specification. | Quinn Downes Service & Maintenance | Bi-Annual Major and Minor |
| 4    | Cold Water Booster Pumps Sets      | 2   | Full service in accordance with the manufacturer's specification. | Quinn Downes Service & Maintenance | Bi-Annual Major and Minor |
| 5    | AHU                                | 2   | Full service in accordance with the manufacturer's specification. | Quinn Downes Service & Maintenance | Bi-Annual Major and Minor |
| 6    | Extract Fans                       | 2   | Full service in accordance with the manufacturer's specification. | Quinn Downes Service & Maintenance | Bi-Annual Major and Minor |
| 7    | BMS                                | 1   | Full service in accordance with the manufacturer's specification. | Quinn Downes Service & Maintenance | Bi-Annual Major and Minor |

|    |                                       |    |   |                                    |                           |
|----|---------------------------------------|----|---|------------------------------------|---------------------------|
| 8  | Sewage/ Sump Pumps                    | 2  | Full service in accordance with the manufacturer's specification. | Quinn Downes Service & Maintenance | Bi-Annual Major and Minor |
| 9  | Water Mgt. Legionella Risk Assessment | 1  | Full service in accordance with the manufacturer's specification. | Quinn Downes Service & Maintenance | Annual                    |
| 10 | Tank Clean                            | 1  | Full service in accordance with the manufacturer's specification. | Quinn Downes Service & Maintenance | Annual                    |
| 11 | Legionella Sampling                   | 10 | Full service in accordance with the manufacturer's specification. | Quinn Downes Service & Maintenance | Annual                    |
| 12 | Bacteria Sampling                     | 2  | Full service in accordance with the manufacturer's specification. | Quinn Downes Service & Maintenance | Annual                    |



## PLANNED PREVENTATIVE MAINTENANCE (PPM) PROPOSAL

**1 Year Maintenance Rolling Contract for each item of plant listed and intervals listed in the schedule above (as per attached appendix)**

***TOTAL COST; €8,844.00 ANNUM NET OF VAT 13.5%***

**Additional Items**

**Supply ONLY – x4 drums of descaler/disinfection (25ltrs) €1,660.80**

***Please Note: Billing will be issued Bi-Annual after works are complete***

**Signed on behalf of QDSM: \_\_\_\_\_**

**DATE: \_\_\_\_\_**

**Signed on behalf of Client: \_\_\_\_\_**

**DATE: \_\_\_\_\_**

**This agreement shall continue as a rolling contract and termination of this agreement can be made by either party with a minimum of 3 months' notice before the agreement end.**

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